

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 2nd November 2016 in Catsfield Village Hall

Present: Cllr. John Overall (Chairman) Cllr. David Scott District Cllr. Gary Curtis Cllr. Chris Thomas Cllr. Martin Holgate 9 Members of the Public Cllr. Julian Goodliffe Mrs Carol Hodgson (Clerk/RFO)		Apologies: County Cllr. Kathryn Field
Item	Agenda Item	
1.	To receive apologies for absence. District Cllr. Field.	
2.	To approve the minutes of the Parish Council meeting on 5th October 2016. RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for 5th October 2016.	
3.	To receive declarations of interest on agenda items. Cllr. Goodliffe declared a personal interest in:- <ul style="list-style-type: none"> Item 6.1 – Planning Application - RR/2016/2534/P - Skinners Lane - Land at, Catsfield TN33 9DN as a resident living near to the proposed development. Item 18 – Village Hall as a Trustee and Parish Council’s representative. Cllr. Overall declared a personal interest in:- <ul style="list-style-type: none"> Item 18 – Village Hall as a Trustee and Parish Council’s representative. 	
4.	To receive any external reports. Cllr. Curtis reported that applications for the second round of Rother DC’s Community Funding Scheme was now open until 15th January with applications being considered by Cabinet in March 2017.	
5.	Matters arising <ol style="list-style-type: none"> To receive any applications for the casual vacancy’s on Parish Council. No further applications or enquiries had been received. To move the Parish Council’s meeting on 4th January 2017 to 11th January 2017. RESOLVED: To move Parish Council’s January meeting from 4th to 11th January 2017. 	
6.	Planning	
6.1	To consider response to planning applications. <ul style="list-style-type: none"> RR/2016/2534/P - Skinners Lane - Land at, Catsfield TN33 9DN Construction of 9 houses, comprising 4 x 3 bed semi-detached houses, 4 x 2 bed terraced houses, and 1 x 4 bed detached house, with associated car parking, landscaping, access and relocated field access. Applicant: Mr & Mrs Dorling RESOLVED: Parish Council objects to this planning proposal with the following concerns: - <ol style="list-style-type: none"> The development is of an unacceptably high density / overdevelopment of the site and detracts from the open aspect of the neighbourhood. The ‘noise level’ of the proposed pumping chamber and the positioning of the unit outside existing properties in Skinners Lane. The proposed Foul Water Drainage scheme will be owned and maintained by the residents of the new development, it would be more appropriate to position the pumping station on this site. The continuing issue with surface water has not been properly addressed. Skinners Lane is subject to flooding during heavy rain which will be exacerbated by this development as the field acts as a natural soak-away. Further consideration must be given to address the surface water problem. Parish Council asks that an Environmental Impact Assessment is performed due to the significant effect on the surrounding neighbourhood and village. Parish Council asks Rother DC that should this application be approved and any subsequent Unilateral Agreement or section 106 agreements are entered with the applicant / developer, that the undertakings include the provision / funding for traffic calming to reduce the impact of more traffic on Skinners Lane and The Green RR/2016/2194/P - Redcoat Farm, Catsfield Road, Catsfield Variation of condition 2 imposed on planning permission RR/2016/1178/P to allow the repositioning of garage. Applicant: Mr S Crowley RR/2016/2207/P - Midoff, The Green, Catsfield TN33 9DJ Erection of side porch and alteration to location of front entrance door. Applicant: Mr P Anscombe 	

<p>6.2</p> <p>6.3</p>	<ul style="list-style-type: none"> • RR/2016/2514/P - Honeysuckle Cottage, The Stream, Catsfield TN33 9BB Proposed rear extension. Applicant: Mr & Mrs Luke <p>To receive advice of decisions on previous applications. No decisions on previous applications had been received.</p> <p>To receive advice on current enforcement orders.</p> <ul style="list-style-type: none"> • ENF/144/16/CAT – The White Hart Inn, Main Road, Catsfield Change of use from holiday let to private residential dwelling. Current Status: 28-Oct-16. Monitor site <p>Members noted that the ‘Mobile Home’ sited at Twisly Oak Farm that was the subject of an enforcement order had now gone.</p>	
<p>7.</p>	<p>Neighbourhood Planning</p> <p>a. To receive an update on Local Planning and Site Allocations project with Rother DC. Rother DC’s Development & Site Allocations Plan was due to go to the Cabinet meeting on 7th November to be approved for a 10 week public consultation.</p> <p>b. To receive an update on the Catsfield ‘Local Action Plan’ (Re: The Catsfield Parish Survey). There were no further updates to report.</p>	
<p>8.</p>	<p>Newsletter</p> <p>a. To receive any updates. There were no further updates to report.</p>	
<p>9.</p>	<p>Emergency Plan</p> <p>a. To receive any further updates. Cllr. Goodliffe had no further updates to report.</p>	<p>JG</p>
<p>10.</p>	<p>Highway Matters</p> <p>a. To receive an update on the traffic calming measures project outside Catsfield CEP School. Cllr. Scott had attended the recent Highways Roadshow which included the re-launch of the Community Match Funding under the new contractor CH2M. The application forms had still not been made available. The deadline for the first round of applications was 1st February 2017. Cllr. Scott reported other service on offer from CH2M included ‘Community Extras’ where Parish / Town Councils could request extra ‘paid for’ service such as grass cutting, which is currently done twice a year.</p> <p>b. To discuss traffic calming measures around the zebra crossing area along The Green Cllr. Scott reported that Highways had agreed to upgrade the lines at the zebra crossing along The Green. He was also liaising with them on upgrading the Belisha Beacon to a LED.</p> <p>c. To receive any other reports. There were no further reports received.</p>	<p>DS</p> <p>DS</p>
<p>11.</p>	<p>Community Speed Watch</p> <p>a. To receive any reports. There were no further updates to report.</p>	
<p>12.</p>	<p>Playing Field and Pavilion</p> <p>a. To receive an update on providing seating and a safety rail outside the Pavilion. No further quotes had been received. RESOLVED: To accept the quote from Littlewood Fencing Ltd to supply and install a handrail between the steel beams at £1461.06 + VAT To purchase 4 x Back to Wall Benches at £150.00 + VAT each</p> <p>b. To receive an update on proposed modifications to the Pavilion kitchen to provide an outside servery area. Cllr. Goodliffe was due to discuss the proposed modifications with Terry Jenner.</p> <p>c. To receive an update on sheltered seating near to the Children’s Play Area. Cllr. Scott had received an estimate in the region of £5,000 to supply and construction a sheltered seating area. Members agreed to discuss in more details at the next meeting.</p> <p>d. To discuss a request from the Catsfield Triangle Committee for storage facilities at the Recreation Ground. The CTA had contacted Cllr. Scott to discuss possible options for a storage facility to keep equipment relating to the annual boat race. Cllr. Scott had made enquiries with L&M Sturdy Garages and Sheds to extend the existing storage shed. To install 3 bays, with an extra side door + move the front doors would cost around £1900 – with the CTA supplying the foundations. This would provide a storage area at the rear of the shed. This approach would require planning permission and also approval from Fields in Trust. Cllr. Thomas advised that</p>	<p>JG/DS</p>

	<p>Catsfield Horticultural Society was keen to completely partition off their area of the storage facility and have their own separate side access door.</p> <p>RESOLVED: Cllr. Scott to prepare a planning application to extend the existing storage shed by 3 bays.</p> <p>e. To receive any other reports.</p> <p>There were no further reports received.</p>	DS															
13.	<p>Playground Sub-Committee</p> <p>a. To receive the latest Recreation Ground Inspection.</p> <p>Cllr. Thomas reported on his recent inspection of the playground with Cllr. Holgate. The equipment was generally found to be in good repair. There was a lot of litter in the children's play area and the parking area outside the recreation ground. It was also noted there had been an increase in dog poo on the playing field. Cllr. Thomas was thanked for making repairs to the playing field benches.</p> <p>RESOLVED: To obtain the cost of installing a small litter bin in the parking area outside the Recreation Ground and for Surewaste to make an additional waste bin collection.</p>	MH/CT															
14.	<p>Hedgerows and verges</p> <p>a. To receive any reports</p> <p>Cllr. Thomas reported that he had completed a walking check of hedges and verges around the village. Most people were trimming back their hedges and field hedges were also being done. There was only one exception of an overgrown hedge spotted at Twisly in Church Road.</p>	CT															
15.	<p>Open Spaces</p> <p>a. To receive any reports.</p> <p>There were no further reports received.</p>																
16.	<p>History Centre</p> <p>a. To receive any reports.</p> <p>The History Group had confirmed details of the replacement computer equipment they required. These would be purchased shortly</p>																
17.	<p>Village Hall Car Park</p> <p>a. To receive an update on the external lighting requirements in the Village Hall Car Park.</p> <p>Cllr. Goodliffe reported that he was planning to draw-up a planning application for the external lighting scheme.</p> <p>b. To receive an update on Signage, Rules and regulations and a Risk Assessment</p> <p>Cllr. Goodliffe had no further updates to report.</p> <p>c. To receive a quote for the repair work required to the perimeter fencing in the Car Park</p> <p>Cllr. Goodliffe had no further updates to report.</p>	JG JG JG															
18.	<p>Village Hall</p> <p>a. To receive an update on the repair work to the outside of the Village Hall (Church Road) side.</p> <p>Cllr. Goodliffe reported that all works had now been satisfactorily completed</p> <p>b. To receive any other reports.</p> <p>Cllr. Goodliffe reported that the Village Hall Committee was looking at the cost of replacing all the internal lighting to LED.</p>	JG															
19.	<p>Finance</p> <p>19.1 To approve and sign the following cheques:</p> <table border="0"> <tr> <td>a. Surewaste (Sussex) Ltd</td> <td>Waste collection Recreation Ground</td> <td>£ 70.20</td> </tr> <tr> <td>b. J W Fencing and Forestry</td> <td>Grounds Maint VH Car Park October 16</td> <td>£ 50.00</td> </tr> <tr> <td>c. Costain Ltd</td> <td>Scaffold Licence Village Hall</td> <td>£ 53.00</td> </tr> <tr> <td>d. Mr. J. Overall</td> <td>Audio/Visual accessories</td> <td>£ 69.48</td> </tr> <tr> <td>e. Carol Hodgson</td> <td>Salary – Oct16</td> <td>£372.05</td> </tr> </table> <p>The following two cheques were also raised:</p> <p>* Streetlights for second payment of streetlighting maintenance contract £276.32. Reason: to meet supplier terms</p> <p>* Mrs. P. Putland for History Group stationery £39.81. Reason: reimbursement of expenses.</p> <p>RESOLVED: All payments were approved for payment.</p> <p>19.2 To receive the monthly statement of accounts to 31st October 2016</p> <p>RESOLVED: That the monthly statement of accounts to 31st October 2016 was received.</p> <p>19.3 To receive the bank reconciliation to 31st October 2016</p> <p>RESOLVED: That the bank reconciliation to 31st October 2016 was received.</p> <p>19.4 To review the current bank signatories.</p> <p>RESOLVED: Cllrs Scott and Holgate to be added as bank signatories.</p>	a. Surewaste (Sussex) Ltd	Waste collection Recreation Ground	£ 70.20	b. J W Fencing and Forestry	Grounds Maint VH Car Park October 16	£ 50.00	c. Costain Ltd	Scaffold Licence Village Hall	£ 53.00	d. Mr. J. Overall	Audio/Visual accessories	£ 69.48	e. Carol Hodgson	Salary – Oct16	£372.05	
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20.	Any other business / reports / future agenda items <ul style="list-style-type: none"> • It was noted more potholes are beginning to appear on local roads and lanes. 	
	There being no further business the meeting closed at 22:00	

Chairman.....

Date.....